

STATE OF CALIFORNIA  
DEPARTMENT OF GENERAL SERVICES  
OFFICE OF FLEET AND ASSET MANAGEMENT  
**PARKING CANCELLATION**  
OFA 66 (REV. 06/08)

TO: Department of General Services  
Office of Fleet and Asset Management – Parking Unit  
1416 10<sup>th</sup> Street  
Sacramento, CA 95814  
Tel: (916) 651-0365 FAX: (916) 653-5265

From: \_\_\_\_\_ Department  
Parking Coordinator: \_\_\_\_\_  
Telephone #: \_\_\_\_\_

**PARKING CANCELLATION**  
**30 DAY NOTICE REQUIRED**

NAME OF PERMITTEE			SOCIAL SECURITY NUMBER		EFFECTIVE DATE
CURRENT HOME ADDRESS			CITY		ZIP CODE
DEPARTMENT			WORK TELEPHONE NUMBER		OFFICE USE ONLY
LOT CODE #	SPACE/CARDKEY #	CARDKEY/HANGER RETURNED*	SHUTTLE PASS *	BIKE KEY RETURNED*	<b>CD88 PROCESSED BY:</b>
		[ ] YES [ ] NO	[ ] YES [ ] NO	[ ] YES [ ] NO	<b>Initials:</b> _____
					<b>Date:</b> _____
SIGNATURE OF PERMITTEE					DATE

\* Charges for unreturned parking items:

Cardkeys and hangers - \$25.00

Shuttle passes - \$10.00

Bike keys - \$ 5.00